

University of Aberdeen

University Court

Proposed Changes to Resolution: [Changes in Regulations for Various Degrees]

Notice is today, Thursday 3 May 2018, hereby given under the terms of the Universities (Scotland) Act 1966 that at its meeting of 4 April 2018, the University Court, on the recommendation of the Senatus Academicus, resolved to send to the Business Committee of the General Council and make available to any other body or person having an interest, the enclosed Draft Resolution.

Proposed Changes

The Court has agreed to formally consult, as required by statute, on changes to the Resolution [Changes in Regulations for Various Degrees].

This Resolution enacts the changes in Degree Regulations recommended by the Quality Assurance Committee (QAC), the University Committee on Teaching and Learning (UCTL) and Senate.

These changes concern the Degrees of Bachelor of Dental Surgery and Bachelor of Medicine and Bachelor of Surgery and reflect:

- (i) The revision of the 'Regulations for the award of the Degree of Bachelor of Dental Surgery' to reflect the fact that that the Degree is no longer joint with the University of Dundee following the award of sufficiency for the programme by the General Dental Council (GDC).
- (ii) The revision of the 'Regulations for the award of the 'Regulations for the award of the Degree of Bachelor of Medicine and Bachelor of Surgery' to reflect changes in the Fitness to Practice guidance provided by the General Medical Council (GMC).
- (iii) Typographical amendments to text previously approved, including the reflection of the change in the name of the School to the School of Medicine, Medical Sciences and Nutrition.

Comments to the University Court

Any other body or person having an interest who wishes to comment on the proposals should lodge such representations (in writing) **by 5pm Friday 1 June 2018** with Mr Bruce Purdon, Clerk to the Court, b.purdon@abdn.ac.uk, University Secretary's Office, Regent Walk, Old Aberdeen, AB24 3FX.

UNIVERSITY OF ABERDEEN

DRAFT RESOLUTION NO OF 2018

[CHANGES IN REGULATIONS FOR VARIOUS DEGREES]

After consultation with the Senatus Academicus, the University Court, at its meeting on < > passed the following Resolution:

1. On the recommendation of the Senatus Academicus, the following changes to Degree Regulations are hereby approved.
2. This Resolution shall come into force on the date it is approved by the University Court

1. Regulations for the Degree of Bachelor of Dental Surgery (BDS)

Regulation 1

In the existing regulation, following 'may be conferred' **delete** 'jointly'.

In the existing regulation, for 'Universities' **substitute** 'University'.

In the existing regulation, **delete** 'and Dundee in accordance the General Regulations for Awards Conferred Jointly with other Degree Awarding Institutions, with the University of Aberdeen being the Institution of Primary Registration.'

In the existing regulation, for '& Dentistry' **substitute** ', Medical Sciences & Nutrition'.

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| <p>1. The degree of Bachelor of Dental Surgery (BDS) may be conferred jointly by the Universities of Aberdeen and Dundee in accordance with the General Regulations for Awards Conferred Jointly with other Degree Awarding Institutions, with the University of Aberdeen being the Institution of Primary Registration. All subsequent references in these Regulations to the University Court, the Senate, the School of Medicine, <u>Medical Sciences & Nutrition</u> & Dentistry or the Fitness to Practise Committee (Medicine & Dentistry) are to those bodies as constituted within the University of Aberdeen.</p> |
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Regulation 2

In the existing regulation, for 'School of Medicine & Dentistry' **substitute** 'School of Medicine, Medical Sciences & Nutrition'.

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| <p>2. The curriculum shall extend over a period of four years and can be undertaken by full-time study only. A candidate's course of study should be pursued in consecutive academic years except with the permission of the Senate on the recommendation of the Head of the <u>School of Medicine, Medical Sciences & Nutrition</u> School of Medicine & Dentistry.</p> |
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Regulation 3

In the existing regulation, for 'appoint; provided that every candidate shall be assessed in each prescribed topic by at least two examiners of whom one shall be an external examiner appointed by the University Court.' **substitute** 'appoint'.

3. ~~The examiners for the degree shall be academic staff, Clinical Tutors, Teaching Fellows and NHS staff who conduct courses qualifying for graduation in Dentistry in the University, and such other internal and external examiners as the Court shall appoint; provided that every candidate shall be assessed in each prescribed topic by at least two examiners of whom one shall be an external examiner appointed by the University Court.~~

Regulation 4

In the existing regulation, **renumber** paragraphs.

In the existing regulation, following 'the academic' **insert** 'and other'.

In the existing regulation, for 'if' **substitute** 'when'.

4. (i) Every candidate for the degree of Bachelor of Dental Surgery must before admission possess a degree or equivalent qualification of a recognised University at an appropriate standard in a relevant academic discipline, and other such ~~personal~~ qualities, as in the view of the Senate afford evidence of the ability of the candidate to cope with the academic and other demands of the degree programme. Possession of such qualifications does not of itself guarantee admission.
- (ii) In addition to satisfying the academic **and other** requirements for admission, candidates must undertake a Protection of Vulnerable Groups (PVG) check and must attend for interview **when**if required. Applicants must also meet the requirements of the General Dental Council for fitness to practise including screening for hepatitis B, hepatitis C and HIV infection. Admission to the School will not be possible for those who may pose a risk of blood borne virus infection to patients.

Renumber the following regulations.

Regulation 7

Insert new regulation as follows:

7. ~~Candidates shall not be permitted to present themselves for an end of course assessment in any course unless they have obtained a class certificate. The validity of the class certificate as an entitlement to admission to an end of course assessment shall be limited to the academic year in respect of which it is awarded. Any student who has been monitored and warned of being 'at risk' of losing their class certificate (C6) for any particular course in any one academic year can lose their class certificate (C7) with no further warning if this behaviour is repeated for the same course. The Senate may terminate at any time the studies of candidates who persistently fail to perform the required work of the course (s) or to attend the teaching which they are required to attend.~~

Renumber the following regulations.

Regulation 6

In the existing regulation, **renumber** the paragraphs.

In the existing regulation, in new paragraph (iii), following 'within the BDS programme' **insert** ', except final year where all students would be granted one repeat of the year'.

In the existing regulation, in new paragraph (iv) for 'may' **substitute** 'will', following 'Candidates must' **insert** 'normally'. In the existing regulation, in new paragraph (vi), following 'approved by the' **insert** 'Head of the' and, for 'and Dentistry' **substitute** ', Medical Sciences & Nutrition'.

In the existing regulation, in new paragraph (vii), for 'may' **substitute** 'will'.

In the existing regulation, in new paragraph (viii), for 'Year Coordinator not later than one week after the examination' **substitute** 'BDS Assessment Lead or School Administrative Officer in accordance with extenuating / medical circumstances process.'

In the existing regulation, in new paragraph (ix), for 'prevented the' **substitute** 'prevent a' and for 'Year Coordinator' **substitute** 'BDS Assessment Lead or School Administrative Officer'.

- 6-9. (i) Candidates shall not be admitted to a prescribed degree assessment in any subject unless they have attended the course or courses of instruction in that subject in that academic year and fulfilled such conditions as may from time to time be prescribed by the Senate.
- (ii) Except by permission of the Senate, candidates may not proceed to the next part of the programme unless they have completed or gained exemption from all the previous prescribed degree assessments.
- (iii) A candidate who fails to satisfy the examiners in any element of assessment will normally be given one further opportunity for re-assessment in that academic year. A candidate who fails to satisfy the examiners following re-assessment shall be entitled to one repeat only of any one year within the BDS programme, except final year where all students would be granted one repeat of the year, and shall be required to re-sit all courses in that academic year to a maximum total of three opportunities of assessment for any course within the BDS programme.
- (iv) Candidates who fail to pass completely the degree assessments in a repeat year or subsequent year shall be required to discontinue their studies for the degrees and be excluded from further assessment except under exceptional circumstances of health or personal issues, which must be notified to the Head of the Dental School prior to the degree examinations, and substantiated by documentary evidence. Retrospective claims will not be acceptable. In the event of health issues being raised, candidates may-will be required to undergo Occupational Health assessment as well as providing supportive evidence from their medical specialist. The decision to waive the regulation on discontinuation following failure of a repeat year shall lie with the University Court.
- (v) Notwithstanding the provisions of University regulations which permit candidates to present themselves for assessment in the same subject at two diets of assessment in any one session, candidates may be required to undertake an additional period of clinical study or a repeat period of study, specified by the Examiners, before being permitted to present themselves at a second diet of assessment in that subject.
- (vi) Candidates must normally satisfy all requirements for the award of the degree within five calendar years of the date of their first matriculation as candidates for the degree, except where a candidate has been unable to complete a full academic year for health reasons or has taken a full gap year for health, personal or other reasons approved by the Head of the School of Medicine, Medical Sciences & Nutrition and Dentistry.
- (vii) Candidates who wish to establish that their academic performance has been adversely affected by their health are required to secure medical certificates relating specifically to the periods which are relevant and may-will be required to undergo Occupational Health assessment. Absences for health reasons must be notified to the BDS Office as soon as practically possible, and absences for other reasons must be approved in advance by the Year Coordinator.
- (viii) Illness and/or other personal circumstances which affect a student's performance at

examination must be notified in writing, along with supporting documentary evidence, to the ~~BDS Assessment Lead or School Administrative Officer/Year Coordinator not later than one week after the examination~~ in accordance with extenuating / medical circumstances process.

- (ix) ~~Where~~ events prevent ~~and the~~ student from notifying the University within seven days, the student should set out in a letter details of the events which prevented him/her from notifying the ~~BDS Assessment Lead or School Administrative Officer/Year Coordinator~~ within the prescribed period and submit supporting documentary evidence of both the illness and/or personal circumstances and the events which prevented timely notification. Students should note that under no circumstances will the Examination Board take such illness or personal circumstances into account in permitting a student who has not reached an acceptable level of competence to progress into the next Year. Health issues may be taken into account in determining whether a student may be exempt from the 5 year rule in Regulation 8(v).

Regulation 11

Insert new regulation as follows:

11. ~~Any health, conduct, behaviour or other issue that could give rise to the question of whether or not a student's fitness to practise dental medicine is impaired will be considered and determined by the School of Medicine, Medical Science and Nutrition's Fitness to Practise Committee (Medicine & Dentistry) under its Fitness to Practise Rules. The Senate, on the recommendation of the Fitness to Practise Committee (Medicine & Dentistry), may suspend or terminate the studies of candidates for the Degrees of BDS who, following a proper process of investigation by that Committee, are judged not fit to practise. In exceptional circumstances only, the Head of School of SMSNN or the Director of the Institute for Education in Medical and Dental Sciences may suspend the matriculation of, or exclude from specified activities of the University, any candidate in respect of whom there is a question of whether or not his/her fitness to practise is impaired, pending further process. If candidates are pre-registered with GDC the University is obliged to inform it of any such process since it may impact on registration. In this Regulation, any reference to impaired fitness to practise is to be taken as a reference to that concept as defined in s.27 of the Dentists Act 1984, and as explained in the General Dental Council's current published guidance entitled Student Professionalism and fitness to practise: Standards for the dental team; Guidance for students, October 2016, or any such document which may follow.~~

Renumber the following regulations.

2. Regulations for the Degree of Bachelor of Medicine and Bachelor of Surgery (MBChB)

Regulation 4

In the existing regulation, following 'the academic staff' ~~delete~~ 'Clinical Tutors, Teaching Fellows'.

In the existing regulation, following 'and such' ~~delete~~ 'other internal and'

In the existing regulation, following 'external examiners as', for 'the' ~~delete~~ substitute 'may be appointed by the University'.

In the existing regulation, ~~delete~~ 'shall appoint; provided that every candidate shall be assessed in each prescribed topic by at least two examiners, of who one shall be an external examiner appointed by the University Court.'

4. The examiners for the degrees shall be the academic staff ~~academic staff, Clinical Tutors, Teaching Fellows~~ and NHS staff who conduct courses qualifying for graduation in Medicine and Surgery in the University, and such ~~other internal and~~ external examiners as may be appointed by the

~~University the Court, shall appoint; provided that every candidate shall be assessed in each prescribed topic by at least two examiners, of whom one shall be an external examiner appointed by the University Court.~~

Regulation 5

In the existing regulation, following 'for interview if required' **insert**:

5. Every candidate for the degrees of Bachelor of Medicine (MB) and Bachelor of Surgery (ChB) is required to comply with the requirements of admission to the degree programme. Possession of these qualifications does not of itself guarantee admission. In addition to satisfying any academic and Occupational Health requirements for admission, all candidates must satisfactorily complete a Protection of Vulnerable Groups (PVG) check and, if they are not UK residents, receive police clearance from their home country, and must also attend for interview if required—. In the rare circumstance that an applicant is shown to carry the Hepatitis B or C virus or HIV, they will be referred to the Occupational Health Service for confidential advice, counselling and treatment if indicated. This does not always mean that they cannot train to be a doctor but there may be restrictions on the student's clinical training and on their clinical practice following qualification. In particular there are likely to be restrictions on their ability to perform what are termed exposure prone procedures (EPP).

Regulation 6

In the existing regulation, for 'http://www.abdn.ac.uk/registry/calendar/medicine.php, **substitute** 'the University website'.

6. The courses for the degrees of Bachelor of Medicine and Bachelor of Surgery shall cover five years. The subjects to be followed and the degree assessments shall be as prescribed in the Programme Specifications listed in the University Calendar on the University website. http://www.abdn.ac.uk/registry/calendar/medicine.php.

Regulation 9 (i)

In the existing regulation, following 'assessment,' **insert** 'clinical'.

In the existing regulation, following 'contribute towards' **insert** 'Distinctions,'

9 (i) In each academic year candidates shall not be afforded in any course more than two opportunities of degree assessment, including continuous assessment, **clinical** and/or written examinations as appropriate. However, only results obtained at the first available opportunity of assessment in any academic year shall contribute towards **Distinctions**, Honours and Commendations; and class grading.

Regulation 10 (ii)

In the existing regulation, **delete** the following: '(to satisfy the requirements in Regulation 10(iii))'.

10. (ii) If candidates have not passed completely the degree assessments prescribed by Regulation 6 above by the end of the Year in which they are normally held, and not met the level of performance of class work required by the relevant Year Leads, they shall be entitled to one repeat only of any one year within the MBChB Programme and will be required to resit all courses in that academic year, except in final year where they shall be entitled to an automatic repeat year. ~~(to satisfy the requirements in Regulation 10(iii)).~~ Candidates who fail to pass completely the degree assessments in a repeat year or any subsequent year shall be required to discontinue their studies for the degrees and be excluded from further assessment except under exceptional circumstances of health or personal issues, which must be notified to the Year Lead prior to the degree examinations, and substantiated by documentary evidence.

Retrospective claims will not be acceptable. In the event of health issues being raised, candidates may be required to undergo Occupational Health assessment as well as providing supportive evidence from their medical specialist. The decision to waive the regulation on discontinuation following failure of a repeat year shall lie with the University Court.

Regulation 10 (iii)

Delete the existing regulation.

Renumber the existing regulations.

~~10 (iii) Notwithstanding the provisions of University regulations which permit candidates to present themselves for assessment in the same subject at two diets of assessment in any one session, in final year candidates will be required to undertake a repeat year of clinical study before being permitted to present themselves at a second diet of assessment.~~

Regulation 10 (iv)

In the existing regulation, following 'School of Medicine' **insert** 'Medical Sciences and Nutrition.'

Regulation 10 (vi)

In the existing regulation, following 'prevent timely notification' **insert** 'The Exceptional Circumstances Committee (ECC) will consider whether these circumstances should be supported and their decision will be reported to the Examination Board.'

In the existing regulation, following '6 year rule in Regulation 10) **insert** (iii).

~~(iiiiv)~~Candidates shall not be permitted to progress to the next Year of the programme until they have successfully passed within one academic year all degree assessments in their current Year. Candidates must satisfy all requirements for the award of the degrees within six calendar years of the date of their first registration as candidates for the degrees, excluding any period of registration for the final year of the Degree of Bachelor of Science in Medical Science, or for another award taken as an intercalating student, or except where a candidate has been unable to complete a full academic year for health reasons or has taken a full gap year for health, personal or other reasons approved by the School of Medicine, Medical Sciences and Nutrition.

~~(ivv)~~Candidates who wish to establish that their academic performance has been adversely affected by their health are required to secure medical certificates relating specifically to the periods which are relevant and may be required to undergo Occupational Health assessment. Absences for health reasons must be notified to the MBChB Office as soon as practically possible, and absences for other reasons must be approved in advance by the Year Lead.

(vi) Illness and/or other personal circumstances which affect a student's performance at examination must be notified in writing, along with supporting documentary evidence, to the Year Lead not later than one week after the examination. Where events prevented the student from notifying the University within seven days, the student should set out in a letter details of the events which prevented him/her from notifying the Year Lead within the prescribed period and submit supporting documentary evidence of both the illness and/or personal circumstances and the events which prevented timely notification. The Exceptional Circumstances Committee (ECC) will consider whether these circumstances should be supported and their decision will be reported to the Examination Board. Students should note that under no circumstances will the Examination Board take such illness or personal circumstances into account in permitting a student who has not reached an acceptable level of competence to progress into the next Year. Health issues may be taken into account in determining whether a student may be exempt from the 6 year rule in Regulation 10 (iii).

Regulation 10 (vii)

For the existing regulation, **substitute** the following:

(vii) Where a student (due to medical reasons or other proven good cause) has taken the resit examinations as a first diet, or for these same reasons been unable to take the resit examinations at the prescribed time, normally the student would not be able to undertake another resit in that academic year but would be eligible to sit at the next available sitting in the following academic year.

Regulation 11

In the existing regulation, **substitute** the following:

11. Any health, conduct, behaviour or other issue that could give rise to the question of whether or not a student's fitness to practise medicine is impaired will be considered and determined by the School of Medicine, Medical Science and Nutrition's Fitness to Practise Committee (Medicine & Dentistry) under its Fitness to Practise Rules. The Senate, on the recommendation of the Fitness to Practise Committee (Medicine & Dentistry), may suspend or terminate the studies of candidates for the Degrees of MBChB who, following a proper process of investigation by that Committee, are judged not fit to practise. In exceptional circumstances only, the Head of the School of Medicine, Medical Sciences and Nutrition or the Director of the Institute of Education for Medical and Dental Sciences may suspend the matriculation of, or exclude from specified activities of the University, any candidate in respect of whom there is a question of whether or not his/her fitness to practise is impaired, pending further process. The Fitness to Practise Committee (Medicine & Dentistry) also has the power to consider the cases of graduates of the University with the Degrees of MBChB who may be referred to it by the Postgraduate Dean during their pre-registration period of training. In this Regulation, any reference to impaired fitness to practise is to be taken as a reference to that concept as defined in s.35C (2) of the Medical Act 1983, and as explained in the General Medical Council's current published guidance entitled Professional behaviour and fitness to practise: guidance for medical schools and their students, May 2016, or any such document which may follow.